

Senior Leadership Team minutes

Monday 6 February 2017

Members

Elizabeth Denham (chair)	Information Commissioner
Paul Arnold	Interim Deputy Chief Executive Officer
Simon Entwisle	Deputy Commissioner (Operations)
Rob Luke	Deputy Commissioner (Policy)

Attendees

Richard Marbrow	Group Manager Corporate Governance
Robert Parker	Head of Corporate Affairs

Secretariat

Peter Bloomfield	Senior Corporate Governance Manager
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1. Introductions and apologies

Issue

Elizabeth welcomed members to this, the first Senior Leadership Team (SLT), meeting.

Actions

Simon Entwisle to put a message out to staff advising that the SLT had met for the first time and summarising what is discussed.

2. Matters arising from the previous meeting

Issue

The SLT considered outstanding Senior Management Team (SMT) actions.

- In respect of the action to provide the Commissioner with more information on Privacy Seals, a meeting would be scheduled shortly.
- [Redacted]

Decision

It was agreed to clear off the action on e-pay slips as it would be picked up in HR plans.

3. Possible exemptions under the ICO's future funding model

Issue

Paul Arnold introduced a position paper articulating initial thoughts on fee exemptions under the new funding model being proposed by the DCMS. The thoughts would be fed into discussion with DCMS when asked for and were based on an information rights perspective.

Decision

Following discussion it was agreed that Paul Arnold would finalise the document as a position paper to help inform discussion with DCMS.

Actions

Paul Arnold to finalise a position paper on future fee exemptions.

4. Operation HIDA

Issue

Simon Entwisle presented a paper detailing the compliance improvement strategy and delivery plan for operation HIDA. This operation had begun in 2015 and was focused on the data brokerage industry. The Paper had come to SMT previously and had been amended in consequence of that discussion. It was coming back to SLT for final clearance.

Decision

It was agreed that the area of data brokerage be considered as a priority area for the grants and contributions scheme, that a communications plan for the operation be developed along with a line to take on data brokerage, and for a standing item to be added to the agenda for future SLT meetings on strategic files.

Actions

Simon Entwisle to consider inclusion of research into data brokerage and its impact on information rights in the grants and contributions priorities.

Simon Entwisle to ensure a communications plan for Operation HIDA is factored in to the strategy and delivery plan; reporting back to SLT in a month's time.

Richard Marbrow to develop a policy line on data brokerage from existing lines in the area.

Peter Bloomfield to add to the SLT agenda the reporting of strategic files as a standing item.

5. Any other business

London accommodation

Paul Arnold updated the team on the taking of a London office. A decision had been made to rent accommodation in central London for a short period pending a more long term arrangement being put in place.

The accommodation would be up and running next week and information would be provided for staff as to how to access the accommodation.

Management of invitations to meetings

Rob Luke asked whether there was a process for coordinating invitations to (in particular) international engagements, but also to national ones. There was a triage for speaker requests in place but this did not cover meetings with stakeholders.

Action

Richard Marbrow to consider how best to coordinate meeting requests for senior managers.

Pay benchmarking

Paul Arnold explained that given the increase in posts at the ICO, and the changing nature of some work areas as a result of GDPR coming in, it was planned to review pay levels with other organisations. Trade unions would be advised.